

# Manager, Pharmaceutical Engagement

Location: New York, NY

Position Title:	<b>Manager, Pharmaceutical Engagement</b>				
Department:	Medical Donation Program				
Reports To:	Vice President, Medical Donations Program				
Direct Reports:	N/A				
Location:	Remote				
Job Grade:					
Funding Source:	Unrestricted	Full or Part-time:	Full-Time	Exempt or Non-exempt:	Exempt

## **We believe in a world in which every human life is valued, and health and human dignity are shared by all.**

We believe that access to quality healthcare is a basic human right. For more than 100 years, we have worked with global partners to deliver locally sustainable, quality healthcare solutions to women, children and their communities. We're ready to make it 100 more.

## **We believe change starts with her.**

We work tirelessly for women's and children's health because they are disproportionately affected by illness and poverty. We know that healthy, educated, and empowered women are better able to raise healthy, educated, and confident children, and that communities depend on their livelihoods. We're making an impact – [learn more](#).

## **We believe in people.**

We strive to live out our core values of **collaboration**, **love**, **excellence** and **respect** every day. We provide our employees with a competitive salary and a meaningful benefits package, with opportunities to learn and grow. We especially encourage all persons of diverse backgrounds to apply.

## **Overview**

The Medical Donations Program procurement team is responsible for generating, sustaining and growing Gift-in-Kind (GIK) product donations and developing strategic partnerships with pharmaceutical and medical supply donors to secure product and grants to strengthen access to quality medications and healthcare systems in the developing world for humanitarian aid and for disaster response efforts.

Reporting to the Vice President, Medical Donations Program, the Manager plays a critical role in expanding CMMB's pharmaceutical donor base, increasing product donations, deepening partnership development (including employee engagement) and overseeing product purchasing. Responsible for product procurement (donations and purchasing), relationship management, business development, research and data collection, and reporting. This position ensures GIK-revenue growth and advancement of dynamic partnerships by contributing to strategy formulation and implementation, communications and proposal development. Some travel is required.

## **Responsibilities**

- Manage medical donations program donor data in CMDB databases (HighJump Edge and Raiser's Edge). Utilize data to generate reports, conduct analysis, analyze trends, and create projections.
- Coordinate and communicate with manufacturing partners. Oversee full donations and purchasing cycle including management of inventory. Review pharmaceutical product lists to evaluate appropriateness for acceptance into Medical Donation Program inventory.
- Track product offers and requests, as well as general and designated donations/purchases. Ensure compliance with regulatory and donor agreements.
- Manage a personal portfolio of pharmaceutical donors, vendors and prospects to increase donations, donors and partnerships. Professionally engage external partners and prospects by phone, through correspondence, and in person.
- Execute best in class resource mobilization, engaging pharmaceutical and corporate donors and prospects to provide medicines, increase access to quality healthcare, and strengthen health systems.
- Implement innovative approaches to identify and secure new pharmaceutical and medical supply partners.
- Collect and utilize market trends, best practices, industry information to contribute to strategy formulation and implementation.
- Create annual target plans, track progress and initiate continuous improvement strategies to foster innovation and efficiency to the Program.
- Develop strategic sourcing plans and manage procurement of donations and of purchased medicines, medical supplies, and equipment.
- Coordinate sector- and partner-related data collection and management, donor onboarding, relationship building.
- Create, support, and deliver presentations to external audiences. Represent the organization at donor meetings, conferences and networking events. Create and support MDP donor communications and reporting, including research, writing and editing. Contribute to fundraising campaigns and grant writing related to the Medical Donations Program.
- Manage employee engagement marketing, event planning, logistics, and follow up.
- Work collaboratively with internal teams and colleagues in the US office and international offices.
- Provide administrative support to the Vice President, Medical Donations Program.
- Other relevant duties as assigned.

### **Qualifications**

- At least seven years of experience in pharmaceutical or health care industry (preferred) in sales, business development, or procurement; or in nonprofit corporate and foundation fundraising.
- Proven track record of business development and/or relationship building results. Demonstrated experience managing complex, high-value accounts.
- Bachelor's degree required, Master's degree preferred in Pharmacy, Supply Chain, Logistics
- Strong interpersonal skills, demonstrated progressive relationship management. Ability to establish strong relationships and maintain ongoing communications.
- Pharmaceutical training or commensurate experience in the pharmaceutical and medical supply industry.
- Excellent organization skills and very strong attention to detail.
- Proven ability to track and manage multiple projects at once.
- Strong critical thinking skills. Ability to solve complex problems with innovative solutions.
- Excellent computer skills, including high proficiency in Excel.
- A talent for delivering persuasive and compelling presentations.

- The ability to gain the trust of others, and a heartfelt respect for ethics and fiscal stewardship.
- A creative thinker with superior written and verbal communication skills.
- Passion for CMMB’s mission, vision and core values: collaboration, love, excellence, accountability, and respect.
- A working knowledge of CRM systems (Blackbaud Raisers Edge) and databases (warehouse management systems, a plus).
- Comfortable working for a faith-based organization.

**CMMB is committed to fair and equitable compensation practices.**

The pay range for this role for candidates in New York is \$85,000 - \$95,000. Actual compensation packages are based on several factors that are unique to each candidate, including but not limited to skill set, depth of experience, certifications, and specific work location. This range may be different in other locations.

**EEO Statement:**

*At CMMB, we embrace diversity and demonstrate compassion towards all people—it is one of our core values. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills. CMMB is proud to be an equal opportunity employer and complies with all applicable federal, state, and local fair employment practices laws. CMMB strictly prohibits and does not tolerate discrimination against employees, applicants, or any other covered persons because of race, creed or religion, color, national origin, disability, predisposing genetic characteristics, marital status, sex, gender, gender identity, gender expression, pregnancy, age, sexual orientation, military or veteran status, citizenship, status as a victim of domestic violence, or any other protected classification under applicable federal, state, or local laws. This statement applies to all terms and conditions of employment. CMMB is committed to fostering an inclusive and accessible experience for all job seekers-- If reasonable accommodation is needed, you may contact us at [humanresources@cmmb.org](mailto:humanresources@cmmb.org).*

**How to apply**

Visit our [careers page](#) for more information. Please click [here](#) to apply.